

REQUEST FOR PROPOSAL NOTICE

DOCUMENTS

PLEASE TAKE NOTICE that sealed proposals for Public Safety Video Surveillance and Recording System for Buchmuller Park in accordance with the specifications therefore on file will be received by the Town Clerk of the Town of Secaucus ("Town"), or his designee, on September 9, 2015 at 11:00 a.m., at which time said proposals will be publically opened and read.

All proposals must be enclosed in a sealed envelope bearing the name and address of the bidder and the words "Public Safety Video Surveillance and Recording System for Buchmuller Park." The envelope must be addressed to the Town Clerk, Town of Secaucus, 1203 Paterson Plank, Secaucus, New Jersey 07094, and may be delivered by hand, overnight courier or mail. The envelope containing the proposal must be received by the Town Clerk by the date and time set forth above. No late proposals will be accepted.

Proposal documents may be examined and obtained at the Town's Purchasing Agent's Office, 1203 Paterson Plank Road, Secaucus, New Jersey 07094, phone 201-330-2026, during business hours of 9:00 a.m. to 4:00 p.m.

All persons submitting proposals are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, c 127 as amended) and N.J.A.C. 17:27-1.1 et seq.

The Town reserves the right to waive any minor irregularities in or to reject any or all proposals.

By order of the Town of Secaucus.

REQUEST FOR PROPOSAL

PUBLIC SAFETY VIDEO SURVEILLANCE AND RECORDING SYSTEM FOR BUCHMULLER PARK

RFP – Final 8/21/15

Overview

The Town of Secaucus is hereby soliciting proposals through a competitive contracting process for the installation and configuration of public safety video surveillance cameras throughout Buchmuller Park, with such cameras streaming their video into the Town's existing public safety video surveillance recording system through the municipal government's existing high-speed, fiber-optic wide-area network (WAN).

The park is located in the center of town, between 1st and 3rd Avenues along Plaza Center. The park complex contains a Little League Baseball stadium; basketball, bocce, tennis, and handball courts; a pavilion and band shell with seating for outdoor concerts; a large playground for young children; picnic areas; and a full-size ice skating and hockey rink. Most areas of the park will need to be covered by the new surveillance, with extra-detailed surveillance required in specific areas of the park.

The nearest point-of-presence (POP) for the municipal government WAN—a fiber optic termination point—is inside the brick building that houses Engine Company Number 1 of the Secaucus Fire Department as well as the Secaucus Day Care Center, which is located on the western corner of the park, at the intersection of 1st Avenue and Plaza Center.



General Scope of Work

The contractor shall be responsible for furnishing, installing, and configuring all aspects of the system described herein, including but not limited to:

- 1) The cameras and any mounting hardware required to affix each camera to a suitable permanent structure (e.g. building wall, roof, floodlight pole).
- 2) All required video, network, or other communications cabling interconnecting the installed components.
- 3) All wiring, devices, and other articles required to supply electrical power to the installed components.

Camera Coverage Specifications

All outdoor areas of the park shall be covered by some video surveillance. In addition, special attention should be paid to the following:

- 1) All paths into the park shall be covered.
- 2) The interior of the dugouts of the Little League field must be clearly visible (from the outside).
- 3) A camera shall be affixed to the western corner of the ice rink, pointed at the parking lot of the shopping center across Plaza Center.
- 4) The parking lot outside the Little League field shall be covered.
- 5) The pathway on the eastern side of the Little League field shall be covered.
- 6) One camera shall be placed inside the ice rink.

Camera Hardware Requirements and Specifications

The requirements and specifications for the camera hardware are as follows:

- 1) The surveillance cameras shall be IP video cameras and shall be configured to stream their video into the Town's existing Samsung SNR-1000 network video recording system (which is located in Town Hall) over the municipal government wide-area network, via the point-of-presence (POP) in the Fire Department Engine Company No. 1 building.
- 2) The cameras shall have the following features:
 - a. Auto-focusing
 - b. High-definition video at 1080p resolution up to 30fps
 - c. Clear video in full darkness (0 lux) to full sunlight
 - d. Tamper and weather resistant

Camera Network Connections

The network connection from each camera to the WAN POP shall be made by any suitable means, including high-speed point-to-point wireless or wired links (e.g. copper or fiber optic cabling).

Additional Requirements

Additional requirements are as follows:

- 1) All work shall be performed in accordance with applicable electrical and construction codes.
- 2) The contractor shall be responsible for obtaining all required permits and approvals to perform its work.

- 3) All components installed outdoors shall be properly protected from exposure to weather and vandalism (e.g. wiring installed in rigid metallic conduits, equipment installed in lockable NEMA Type 3 weather-resistant enclosures).
- 4) The contractor shall warrant that the services it performs for the Town in the course of this project shall be conducted with a reasonable standard of care consistent with applicable industry standards, and that the work shall be free from defects in workmanship for a period of at least one year following the project's conclusion.
- 5) All equipment and materials sold by contractor to the Town in the course of this project shall be warranted to be free from defect in materials or workmanship by its manufacturer for a period of at least one year.
- 6) The contractor shall provide detailed as-built documentation for the installed system at the conclusion of the project.
- 7) The contractor shall provide "business hours, with next business day on-site response" support and maintenance for the installed system under a formal support program for a period of one year following the conclusion of the project.
- 8) The contract that will be awarded for this project shall be considered a "public works contract" subject to the New Jersey Prevailing Wage Act and the Public Works Contractor Registration Act. Work covered by the Act generally includes construction, reconstruction, demolition, alteration, custom fabrication, repairs, and maintenance. Therefore:

- a. The contractor and any subcontractor that the contractor intends to or actually does utilize to perform work covered by the Act must be registered as a Public Works Contractor with the New Jersey Department of Labor and Workforce Development, Division of Wage and Hour Compliance.
- b. All employees performing work covered by the Act on this project (including any subcontractor employees) must be paid for this work in accordance with the Prevailing Wage Rate Determination for Hudson County, available on the World Wide Web at http://lwd.dol.state.nj.us/labor/forms_pdfs/lse/hudson.pdf
- c. Certified payroll records for applicable employees must be submitted to the Town within 10 days following each payment of wages for work covered by the Act on this project, which should occur no less often than twice per month.
- d. All other provisions of the Act must be observed by the contractor and its subcontractors.

All pricing in submitted proposals should be structured accordingly.

Proposal Specification

All proposals must include the following:

- 1) A detailed description of the specific system the contractor proposes to implement to meet the requirements indicated herein, including a detailed diagram showing the following:
 - a. The placement and coverage area of each camera
 - b. All network links
 - c. Electrical power connections
- 2) A complete and detailed bill of materials required to implement the proposed system, with the contractor's firm sales price quote for these items.

- 3) A detailed scope of work, describing in detail the work that the contractor will perform to implement the proposed system (including a map showing location and coverage of each camera), and the contractor's firm sales price quote for performing these services.
- 4) A detailed project timeline with measurable milestones and completion date of project in Microsoft Excel format.
- 5) The detailed terms, conditions, and price of the contractor's service program under which it will provide support and maintenance for the installed components.
- 6) A detailed listing of predictable recurring costs associated with the operation and maintenance of the system once it is installed (e.g. hardware warranty renewal fees, support program renewal fees, software update subscription fees).
- 7) A list of any specific subcontractors that the contractor expects to employ in the execution of the project.
- 8) A description of the contractor's and any subcontractors' past performance with similar projects.
- 9) At least three customer references attesting to the general quality of the contractor's and subcontractors' work.

Pre-Response Information Session and Site Tour, Question and Answer Period

On Wednesday, August 26, 2015 at 2:00 p.m., the Town will hold a pre-response information session and site tour for potential respondents at Buchmuller Park, with various Town officials on hand to guide the tour and answer questions regarding the project. The tour will commence from the plaza in front of the bandshell promptly at 2:00 p.m. All parties interested in submitting a proposal are **strongly** urged to attend.

In addition, the Town will take questions submitted via fax to Purchasing agent at 201-271-3615 until August 28, 2015 at 4:00 p.m. All answers to all questions will be provided in an addendum to this RFP that will be published by Thursday September 3, 2015.

Proposal Evaluation Process

Proposals submitted in response to this RFP will be evaluated by a committee comprised of personnel from the following departments:

- 1) Information Technology
- 2) Purchasing
- 3) Municipal Administration

All proposals will be evaluated on the following criteria:

- 1) The quality of the proposed solution and the materials and equipment it employs relative to its cost
- 2) How well the proposed solution meets the requirements and specifications contained in this RFP without unnecessarily exceeding them
- 3) The quality of the contractor's references and past performance

